INFOPACK

ECO-SUSTAINABLE INNOVATION

16-23.08.2022r. Gdynia, Poland

ABOUT THE PROJECT

The main objective of the project is to strengthen the competences and initiative of project participants by promoting the pro-ecological attitude and creating models of societies aimed at sustainable energy development.

Project participants will deepen their own proecological attitude during the week, learn about renewable and non-renewable energy sources, apply the vision of balanced and developied Europe and, as a result, create a model of a society oriented towards sustainable energy development proecological attitude during the week, learn about renewable and non-renewable energy sources, apply the vision of balanced and developied Europe and, as a result, create a model of a society oriented towards sustainable energy development.

The planned activities will be attended by 8 people from Croatia, 8 from Italy, 8 from Poland, 8 from Lithuania and 8 from Romania, including five group leaders (one leader from each partner organization)
Activities and issues during the project include:
-what is sustainable development?;
-energy economy situation;
-creating a society model focused on sustainable energy development
along with the principles of energy policy.

Erasmus+

instytut współpracy Regionalnej

PARTICIPANTS

| Country	Organization	Number of Participants (including leader)	Travel Cost per participant
Romania	Asociatia Puzzle OptimEast Tg. Neamt	8	275,00 EUR
Croatia	Meraki	8	275,00 EUR
Lithuania	Mano Europa	8	180,00 EUR
Italy	Sustainable Vibes	8	275,00 EUR
Poland	IWR	8	180,00 EUR

Participants profile:

1. Gender balance.
2. All participants must be at the age 18-27 years old.
3. Each national group should include participants with fewer opportunities – cultural, economic or geographical difficulties.
4. Participants must be committed to attend for the full duration of the exchange. If a participant refuses to participate in planned activities, arrive late or departure early IWR will reduce a final reimbursement by organisation costs - 34 EURO/day, adequately to absent days/sessions.

Deadline for sending list of participants: 03.07.2022.
Deadline for travel arrangements: 10.07.2022.

GENERAL SCHEDULE:
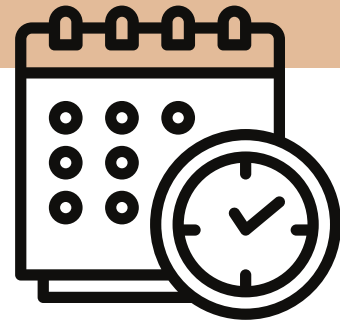
Arrival day: 16.08.2022 - accommodation from 6 p.m.

Departure: from around 5 p.m. on 23.08.2022

Activities will be divided into 2 merythorical sessions each day;

Morning session - from around 10 a.m. to 1 p.m.;

Afternoon session from around 3 p.m. to 6 p.m.;

Additionally, on some days there will be cultural evenings after the dinner;

Full board will be provided - breakfast, lunch and dinner;

A coffee break will also be provided during the morning and afternoon sessions;

WHAT TO PREPARE BEFORE ARRIVAL:

- Activity games aimed at getting to know the participants better and breaking down cultural barriers (energizer, icebreaker) - these will be conducted before or during the substantive classes as a "break";

- Cultural evening - each national group will conduct a cultural evening to present the country and its culture (dance, food, music, etc.);

- Presentation of your organization;

- Presentation about the energy situation in local markets and the individual approach to getting energy from different resources in your country.
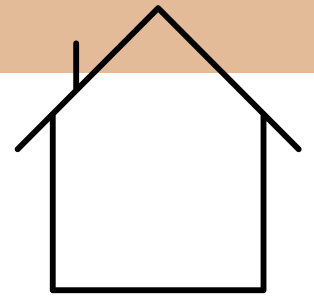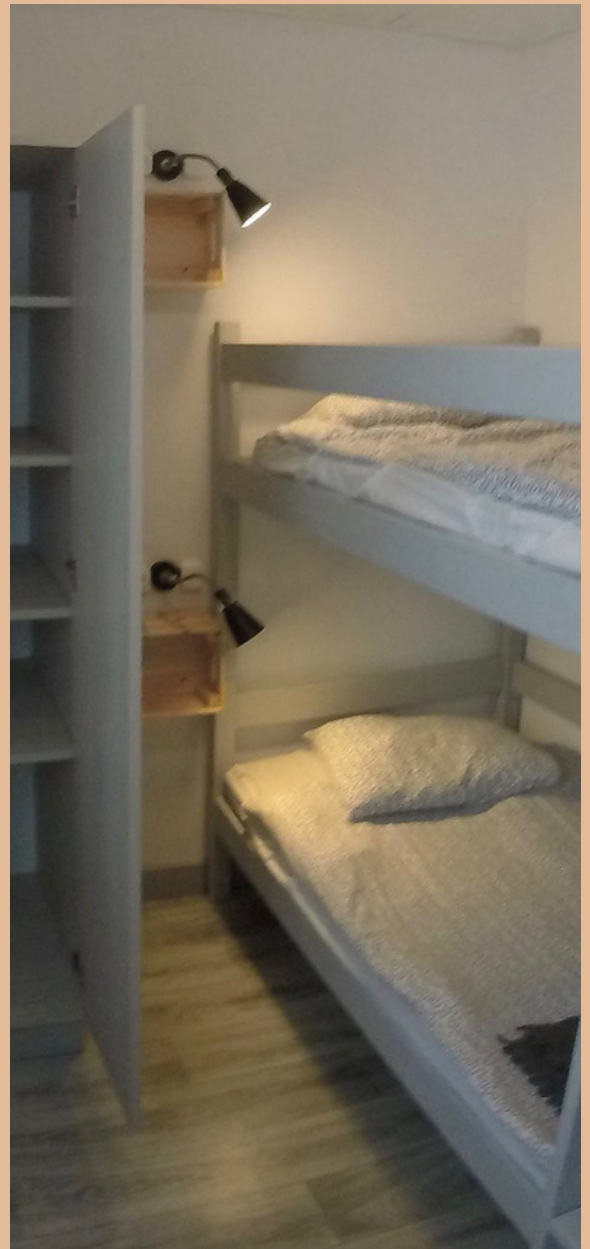
ACCOMODATION

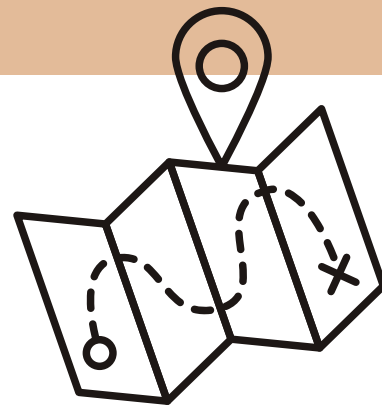Venue: Ośrodek Wypoczynkowy "Razem nad morzem"

Address: Szyprów 26, 81-561 Gdynia, Poland

Houses: for 5-people with private bathrooms

Workshops will be conducted in the same venue.

TRAVEL ARRANGEMENTS

The nearest airport is in Gdańsk, you can also look forthe flights to Warsaw.

When you arrive to airport in Gdańsk you should:

1. Catch the train from the station in front of the airport that goes directly to 'Gdynia Główna', but leave the train one stop before on 'Gdynia Stadion' (situated next to the city stadium and office park) You can buy ticket at the platform.

2. Then go to the bus stop 'Centrum Nauki Experyment 02' and catch trolley bus No. 21 or 26 to 'Nawigatorów'. You can buy tickets from bus driver.

3. Get off the bus at 'Nawigatorów' and walk aprox. 10 minutes (through housing area).

When you arrive to the railway station:

1. Catch trolley bus no. 26 from the bus stop 'Gdynia Dworzec Gł. PKP –Wolności 02' And get off the bus at 'Nawigatorów'.

Or

1. Catch trolley bus no. 21 from the bus stop 'Gdynia Dworzec Gł. PKP 03' and get off the bus at 'Nawigatorów'. You can buy tickets from bus driver. You can also buy tickets at the railway station.

2. Get off the bus at 'Nawigatorów' and walk aprox. 10 minutes (through housing area).

Please do not get off at the Gdynia Redłowo stop, as it seems to be close, but nevertheless it will be difficult to get to your accommodation from there with your suitcase.

We highly recommend you to download the app 'jakdojade' forlocal trains and buses. It can be very useful not only at the arrival or departure but during the whole stay.

How can I get from bus station 'Nawigatorów' to Ośrodek wypoczynkowy "Razem nad morzem"?

https://www.google.com/maps/dir/Nawigator%C3%B3w+02,+Gdynia/O%C5%9Brodek+wypoczynkowy+%22Razem+nad+morzem%22,+Szypr%C3%B3w,+Gdynia/@54.4842928,18.5489157,16z/data=!4m19!4m18!1m10!1m1!1s0x46fda0bd40c223ab:0x75db0101fcc20338!2m2!1d18.5495643!2d54.4825444!3m4!1m2!1d18.5555212!2d54.4839374!3s0x46fda0a310806447:0xc498da1b4279050f!1m5!1m1!1s0x46fda0a3116d5ad9:0xf9b5a2001dcf7de4!2m2!1d18.5559658!2d54.4844639!3e2

Please, do not book or buy ANY tickets before confirming your travel plan with our team!

If you book tickets that haven't been confirmed by our team we are not going to reimburse the expenses you made.

REIMBURSEMENT
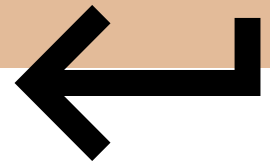
1. Deadline for travel arrangements: 10.07.2022. We kindly ask leaders or coordinators from partner organisations to send itineraries of all participants in one e-mail.

2. Please keep all your tickets, boarding passes, confirmation of purchase and other travel documents. If you have a boarding pass in the app then take a screenshot on the day of travel and save it, as boarding passes disappear from the app after some time.

3. According to the rules within the Erasmus + Programme Erasmus + and accountancy rules we will reimburse the travel costs on the basis of the cheapest possibilities, e.g. second-class train tickets, etc., accompanied by the receipt and original tickets, invoices, bills, boarding passes etc. upon a certain "contribution to the travel costs of participants, from their place of origin to the venue of the activity and return". This contribution is "based on the travel distance per participant".

4. Above you can find the maximum contribution to travel costs for ONE participant per country from the city of registration of the organisation to the venue and back. Travel costs will be reimbursed upon presented original travel documents and invoices or receipts after completion of each activity (training course and dissemination phase).

5. We won't reimburse:
• excess luggage charge (from the airport),
• extra charges for check in at the airport,
• your own private transport,
• private travel insurance (for the flight, stay in Poland, etc.).

6. Due to the Covid-19 pandemic participants can purchase a "flex" option which allows to change travel date.

7. If the project does not take place for reasons beyond our control (e.g. because of the closure of borders due to a pandemic) or a participant is unable to travel to the venue because of pandemic restriction increase in the sending or hosting country, we do not guarantee reimbursement for costs incurred by participants, in particular the purchase of tickets. Possible reimbursement will depend on the decision of the National Agency and its decision to qualify the situation in the project as 'force majeure'. Therefore, it is important not to buy tickets before we give the green light to do so (when we are sure that the project will take place).

8. If a participant gets Covid-19 during the project and needs to be quarantined or isolated, he or she must arrange a stay in Poland on their own.

9. Eligible travel documents:

Flights:
• original boarding passes
- If you checked- in online: electronic document (PDF) or printed boarding pass; screenshot if you checked-in via app;
- If you checked- in at the airport: original boarding pass that you received at the airport (small stub boarding pass);
• invoice or confirmation of ticket purchase that you received by e-mail/proof of purchase with visible price, flight number or booking number and your name.

Buses or trains:
• original ticket with visible price, time and place of departure and arrival:
- if you bought a ticket online: it can be in PDF document or printed ticket;
- if you bought a ticket in the ticket office or from the bus driver it has to be this original ticket (not a scan of it or photograph);
- if your name isn't visible on the ticket, please write it down on the back of the document. The same applies if the travel date isn't visible.
• additionally, take an invoice if it's possible.
Remember to give us only original travel documents. We won't reimburse travel based on scanned, copied or photographed tickets!

10. Reimbursement process:

a) Partners/participants send us all original travel and dissemination documents, together with excel sheet which will list all travel documents and ticket prices (we will send you a template). PDF documents can be upload on the dedicated Google Drive.
b) We will check all documents it and count reimbursement for each participant. If a participant refused to attend activities, arrived late, departed early hosting organisation will deduct the organisational costs from the travel reimbursement: 34 euro per day of absence/session.
c) Than we send the transfer to each partner organisation and a table with information how much reimbursement is per participant.

11. In order to receive reimbursement, participants and sending organizations are obligated to send all original travel documents, fill in the Mobility Tool survey (leaders only) and complete dissemination phase:

- each partner should publish on their website info about project-short description and photos for TC in English and in mother tongue of each organization and through other possible communication channels (e.g. local press);
- each partner/ group of participants from each country should organize at least 1 workshop for youth - for a minimum of 20 people per partner organisation;
- send to FWIRL or upload on dedicated folder photo-relation and short report from the workshop, screenshots form websites and posts on Social Media about the project and its results with statistics, and other (e.g. scans of newspaper article).

Deadline for sending all travel documents and completion of dissemination phase: 25.09.2022.

Dissemination reports have to be uploaded on dedicated folder. If participants have originally printed travel documents they have to send it via traditional post (1 group = 1 e-mail/letter).
We will make the reimbursement within 1-2 months only if all of you will send us all abovementioned documents.

MUST KNOW
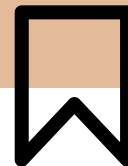
· Currency in Poland is polish zloty: PLN. You can exchange money in Gdynia or Gdańsk (its best to bring euro to exchange it to PLN) or just withdraw cash from ATM. But in fact in Poland you can pay by card in 95% of shops, restaurants, trains. Only in local transport (e. g. bus from Koszalin to Mielno) you may have to pay cash.

· August is a good month to stay at the Polish seaside. Then the town is quiet, the air is very clean and contains a lot of healing iodine, and you can try swimming. However, remember to take warm clothes and shoes with you, because the temperature in the evenings is about 15 degrees Celcius.

· Every participant must attend the full duration of the youth exchange. If a participant refuses to attend activities, arrive late, departure early, hosting organisation will request him/her to pay the organisational costs: 34 euro per day/session of absence (or deduct the appropriate amount from the travel reimbursement),

· In case you'll catch Covid-19 you have to cover the costs of your accommodation by yourself.

Contact & Communication:

You can contact us via email or FB and

Messenger:

kontakt@iwr.org.pl

Messenger: Iwr Iwr

See you!